

# CHS CHECKUP



A publication by and for employees of the Kentucky Cabinet for Health Services

July 10, 2000

## NEWS BRIEFS

### CHS JOB FAIR IS JULY 15

Don't forget to tell your friends about the CHS Job Fair on July 15. The cabinet has a variety of jobs -- ranging from patient aides to pharmacists. Managers will be on hand to answer questions. The fair will run from 9 a.m. to 3 p.m. in the CHR cafeteria in Frankfort.

### STATE FAIR VOLUNTEERS

There are still time slots open for CHS State Fair volunteers. The fair exhibit -- called the "Garden of Good Health" -- needs workers Aug. 17-27 for day and afternoon/evening shifts. Each department or office has a fair coordinator who can answer questions and help get you signed up. If you still need help, call the Office of Communications, 502-564-6786 or see last week's CHS Checkup.



TIP OF  
THE  
WEEK

Migraine headaches are often triggered by dietary habits. Take notice and keep track of what you did and ate before the onset of a migraine. Common instigators are red wine, foods with MSG, aged cheeses and preserved meals. Skipping meals can also lead to migraines.

## Blood Emergency Declared; Drive Set For CHR Complex Tuesday

CHS employees in Frankfort can do something about a national emergency without leaving work.

The Red Cross declared a national blood shortage emergency today and the River Valley Region based in Louisville declared one last week. All blood types are needed.

The Red Cross will be at the Health Services Lobby on Tuesday, July 11, from 9 a.m. to 1:30 p.m. Employees in CHS and CFC are encouraged to donate blood.

Donors may give if they have not given blood in the last eight weeks, are in good health, weight at least 105 pounds and are at least 17 years old.

Donors need to present ID with

social security number and date of birth.

One of the reasons for the shortage is that school is out during summer months. In the Red Cross' River Valley Region, which includes Frankfort, about 20 percent of the donations come from high school and college students. CHS employ-

ees can schedule appointments with their recruiters or go to the Health Services Auditorium.

Patients undergoing surgery, accident victims, cancer patients, and hemophiliacs are among the many who receive life-saving blood provided by the Red Cross. In the United States, approximately every two seconds someone needs blood.



## More Move News: IG Division Moves This Week To Distance Learning Center

The CHS/CFC move goes into high gear July 11, with the CHS Office of Inspector General's Special Investigations Division beginning a physical move to the Distance Learning Center in the Health Services Building. The carpet has been delivered, the workers are ready to start, and we have only one more planning

meeting with Facilities Management to finalize the plan. Work will begin in the area the OIG Division vacates. From there, the work will be accomplished in 10 separate phases. A schematic and phase document will be posted shortly, on each floor. We'll keep you posted as events occur.



## Everything You Want To Know About The Cap, But Were Afraid To Ask

Some employees have recently asked questions about the cabinet's personnel cap.

What is not always clear is what our cabinet's personnel cap represents and how it is used as a management tool. It is a method for wisely managing our financial resources.

The cap represents the maximum number of filled positions (full-time, part-time and interim) that the budgeted dollars for staffing will support. At the beginning of each biennium, the cap is confirmed by the Governor's Office of Policy Management (GOPM) for each organizational entity in our cabinet.

Your personnel administrator is responsible for monitoring the number of established positions (both filled and vacant) and for alerting officials if those numbers exceed the approved "cap."


Ever wonder why your personnel representative insists on an "abolishment" for every request for "establishment" of a position? Again, it is a way to assure that we

do not spend more than we have in our budget.

Recognizing that our cabinet's programmatic needs change, the cap is not intended to impede hiring. For example, when new grant monies are awarded or program responsibilities are shifted from one organization to another, requests for an increase in cap can be made to the cabinet's Office of Program Support (OPS).

These requests must identify the number of additional positions needed and the funding source and dollars allocated to pay for the positions. Once confirmed by OPS and GOPM, the cap is increased.

If programs or level of effort change and budgeted dollars are available, changes to the cap can be requested to assist in meeting those changed requirements. The cap is merely a way of managing money and allocating personnel resources.

No cap increase has been denied during the Patton administration because the need to support the positions has been demonstrated. 

## From Around The Cabinet...

### Whitley Elected To Board

Office of Aging Services Director Jerry Whitley was recently elected to a second two-year term on the board of the National Association of State Units on Aging. He'll represent southeastern states.

### Fleming Presenting At World Federation for Hemophilia Meeting

Donna Fleming, a branch manager for the Commission for Children With Special Health Care Needs, is presenting at the World Federation for Hemophilia Meeting July 15-21 in Montreal, Canada.

The commission is Kentucky's agency for management of both pediatric and adult hemophilia program. Donna is nationally recognized and doing three sessions. One is titled: "Living with HIV: the Hopes and Frustrations."

### New Assistance Number

You'll need to dial different numbers for directory assistance in your local area code effective July 26. Instead of dialing 555-1212, you should dial 411.

### Deferred Comp Expo Aug. 15

There will be a Deferred Comp Expo on Aug. 15 at Frankfort's Civic Center. The expo is sponsored by the Kentucky Public Employees' Deferred Compensation Authority. The two-hour sessions will be at 9 a.m. and 2 p.m. Call 1-800-542-2667 for more information.

## Check It Out



Ted Lisle, who works for member services in the Department for Medicaid Services, has found some helpful web sites in doing research for his work. He says that both the American Diabetes Association ([www.diabetes.org](http://www.diabetes.org)), and the American Lung Association

### Health Web Sites

([www.lungusa.org](http://www.lungusa.org)) have much to offer. But one of the richest sites he has encountered belongs to the American Heart association ([www.americanheart.org](http://www.americanheart.org)). There are links galore, including discussions of diet and exercise, and an entire section on strokes.

"This one is a keeper," Ted said.

The CHS Checkup is a newsletter for employees of the Kentucky Cabinet for Health Services. Please direct contributions or comments to the Office of Communications, 502-564-6786. Printed with state funds.

